

2019 Fire Captain Promotional Exam Reading List

A revisions/changes cutoff date of 2/28/2018 will apply to all reading list sources.

*This reading list contains a total of 4 pages. Please refer to all pages to determine specific sections, chapters, or page numbers subject to testing.				
Internal Sources		May be tested on the following phase(s):		
		Multiple-Choice Closed	Tactical Exercise	Oral Board
1.	Division of Fire Bulletins*	X	X	X
2.	Division of Fire Standard Operating Procedures**	X	X	X
3.	Division of Fire Systems Manual***	X		X
4.	City of Columbus Central Work Rules	X		X
5.	IAFF Contract Effective 11/01/14 – 10/31/17 Include: MOUs #2016-01 and #2017-1. All Articles Except Charts A-F in Appendix G of Article 38, Appendix A Side letters, Appendix B MOU, and Appendix C FORMS	X		X
6.	Disaster Plan 2017: All Sections except Executive Staff Assignments (p.7), Columbus Emergency Operations Center (pg. 9) and Department Operations Center (pg. 9 and top of pg. 10) Appendix H and ICS Forms.	X	X	X
Internal sources used for this test administration are available in the Division of Fire's Target Solutions (sign in and access the sources on the Home tab, right-hand side, named "2019 Promotional Internal Source Materials.")				
External Sources		May be tested on the following phase(s):		
		Multiple-Choice Closed	Tactical Exercise	Oral Board
1.	<u>Collapse of Burning Buildings: A Guide To Fireground Safety</u> 2 nd Edition Vincent Dunn; PennWell Corporation (2010) ISBN-13: 978-1593702335 Excluding: pg.5 Data on Building Collapse to pg. 10, Chapter 20, pg. 309 through pg. 318 Water Supply, and pg. 327 to 347 www.pennwellbooks.com , www.amazon.com , www.barnesandnoble.com	X	X	
2.	<u>Fireground Strategies 3rd Edition</u> Anthony Avillo, Fire Engineering (2015) ISBN-13: 978-1593703530 Excluding: Case Studies on pages 116-118, 220-223, 225-229, 236-239, 267, 391-403 and pages 593-623. www.pennwellbooks.com , www.amazon.com , www.barnesandnoble.com	X	X	
3.	<u>Fire Department Incident Safety Officer 3rd Edition</u> Exclude: Chapter 13 David Dodson; Jones & Bartlett Learning (2016) ISBN-13: 978-1284041958 www.amazon.com and www.barnesandnoble.com		X	X
4.	<u>Supervision of the Problem Employee</u> Kevin Johnson; Command Strategies Consulting; 1 edition (February 24, 2012) ISBN-13: 978-0981767246			X
IMPORTANT: 1) When ordering books, be sure to utilize the ISBN number. 2) Electronic versions of books will NOT be allowed during appeals or on test days.				

***Selected Division of Fire Bulletins INCLUDED for the 2019 Fire Captain Reading List**

15-015	K-100 Fuel Additive	Tools and Equipment, Fleet
15-040	Fire Alarm Office	Fire Company Move Up
15-058	Fire Alarm Office	Service Run and Move Up Tones
15-062	Administration	PR-8e Revision
15-067	Fire Prevention Procedures	Company Level Vacant Property Inspections
15-072	Safety	Incident Exposure Record
16-010	EMS	Paramedic procedures by non 6% paramedics
16-019	Administration	CCR (Community Crisis Response)
16-041	Administration	Revised OF-237 and PT-14 forms and directions
16-079	Administration	2017 EMS Refresher
17-035	Fire Stations	2017 Annual High Pressure Hose Test
17-042	Community Relations	Life Care Alliance Fan Drive
17-045	Administration	Division of Fire Awards Banquet
17-069	Administration	Firefighters 4 Kids Toy Program 2017
18-006	Administration	SOP Revisions – 06-05-01
18-008	EMS	AVI Equipment: Ballistic Helmets and Trauma Bags

****All Standard Operating Procedures are appropriate for testing EXCLUDING the following:**

EXCLUDED FROM 2019 CAPTAIN EXAM STANDARD OPERATING PROCEDURES

01-04-01	Personal Protective Equipment (PPE)
01-04-02	Respiratory Protection Requirements
01-04-03	SCBA Removal
01-04-04	SCBA Inspection and Care
01-04-05	P-100 Air Purifying Respirator (APR)
01-04-06	PPE at Water Rescues
01-04-07	PPE Inspections
01-04-08	Air Management for SCBA use
01-04-09	Personal Alert Safety System (PASS)
02-03-09	Carbon Monoxide Alarms
02-03-15	Vehicle Fire
04-01-04	Staff Cell Phones and Pagers
07-00-18	BLS Responsibilities
07-00-19	Major Medical Incident Command Responsibilities
07-00-20	Major Medical Command Responsibilities

*****The entire Systems Manual is appropriate for testing EXCLUDING following sections:**

EXCLUDED FROM 2019 CAPTAIN EXAM SYSTEMS MANUAL

334.00 All	Honor Guard
336.20 – 336.30	All Bulletin Submittal
338.00 All	Uniform and Fire Clothing Regulations
426.00 All	Station Laundry Procedures
730.00 All	Subpoena
732.00 All	Tuition Reimbursement
736.00	Retention Schedule Tables only (PSF-01 through PSF-97)
738.00 All	Fire Division Forms List
740.00 All	Forms / Records Retention
800.00– 846.00 All	Substance Abuse Policy and Procedures